

**IDAHO BOARD OF LANDSCAPE ARCHITECTS**  
**Division of Occupational and Professional Licenses**  
P.O. Box 83720  
Boise, ID 83720-0063

**Board Meeting Minutes of 8/18/2020**

**BOARD MEMBERS PRESENT:** Jon F Breckon - Chair  
Bryce Olberding

**BOARD MEMBERS ABSENT:** James H Opdahl

**DIVISION STAFF:** Susan Buxton, Interim Division Administrator  
Dawn Hall, Section Chief  
MiChell Bird, Section Chief  
Julie Eavenson, Licensing Group Manager  
Nicholas Krema, General Counsel  
Rob McQuade, Legal Counsel  
Greg Floyd, Financial Unit Manager  
Lori Rodenspiel, Technical Records Specialist

The meeting was called to order at 9:00 AM MDT by Jon F Breckon.

**INTRODUCTIONS**

Ms. Hall introduced Greg Floyd, the Financial Unit Manager.

**APPROVAL OF MINUTES**

Mr. Olberding made a motion to approve the minutes of 1/29/2020, 2/7/2020, and 4/14/2020. It was seconded by Mr. Breckon. Motion carried.

**LAWS AND RULES**

Mr. McQuade presented a legislative update. He said as of July 1, individuals with a criminal background can ask an agency to review that conviction(s) prior to them attending school and ask the agency to tell them if the conviction(s) would bar them from receiving a license after they meet all of the requirements for licensure. Mr. McQuade advised the Board that the Legislature again did not authorize the rules and that the Board's rules will be published as proposed next month in a special edition of the administrative bulletin. The Board will have to meet again sometime in October to move its rules to pending.

Mr. Breckon asked if there was anything the Board needed to do for this. Mr. McQuade stated that they may have to do something additional if public comment was received on the temporary rules.

Ms. Hall introduced MiChell Bird, the new section chief for the Building, Construction, and Real Estate section under the new DOPL structure. The Board will become part of that section in the future. Ms. Hall also stated that the Division will move to the Chinden location in September and due to the ongoing COVID crisis, all Board's will not be meeting in person until next spring. At that time, the Board will start seeing additional changes as they move under the Building, Construction and Real Estate Section which is managed by MiChell Bird.

## **FINANCIAL REPORT**

Mr. Floyd gave the financial report, which indicated that the Board had a cash balance of \$112,176.89 as of 7/31/2020.

## **DIVISION BUSINESS**

### **2020 BOARD CONTRACT**

Mr. Krema and Mr. Floyd reviewed the Board contract with the Board. Mr. Olberding made a motion to approve the Board contract and authorize the Board chair to sign it on behalf of the Board. It was seconded by Mr. Breckon. Motion carried.

The Board reviewed the To Do List and no action was taken.

Mr. Breckon did ask the Board specialist to ask Mr. McQuade to email him with his contact information so that Mr. Breckon could reach out to him.

Mr. Breckon asked for an update on when the Board would be working on the full review of rules. The Board specialist informed Mr. Breckon that the Division would be working on a timeline for all Boards in the fall.

Mr. Breckon wanted to know more about the organization chart for the Division reorganization. Ms. Hall explained in more detail about how the Division will have one administrator and three section chiefs.

## **BOARD BUSINESS**

## **CONFERENCE UPDATES**

Mr. Breckon updated the Board that the 2020 Council of Landscape Architectural Registration Boards (CLARB) annual business meeting would be a virtual meeting on September 10, 2020, from 1:00 to 5:00 PM.

Mr. Breckon confirmed with the Board specialist that she will complete the letter of credentials.

Mr. Breckon and Mr. Olberding discussed which CLARB Conference's nominees for President and the leadership council. Mr. Olberding made a motion to nominate for President Elect of the CLARB Council, Chuck Smith, and for the Leadership Advisory Council Julie Hildebrand and Bob Mercer. Mr. Breckon seconded the motion. Motion carried.

**NEXT MEETING** was scheduled for October 9, 2020 at 10:00 AM MDT.

## **ADJOURNMENT**

Mr. Olberding made a motion to adjourn the meeting at 9:46 AM MDT. It was seconded by Mr. Breckon. Motion carried.

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Jon F Breckon, Chair